

# **ASSOCIATED ARTISTS OF PITTSBURGH**

## **Board of Directors Meeting**

**June 13, 2016, 6:30 PM – Ice House (100 43<sup>rd</sup> Street, Pittsburgh)**

Attendees: Chris King, Tom Bakaitus, David Bush, Brian Siewiorek , Ryan Lammie, David Stanger, Emily Meyer, Mia Henry, Jeff Jarzynka, Jack Tomayko, Scott Hunter, Ann Thompson, Ken Antol

Absent: John Lewis, PJ Zimmerlink, Cecile Shellman

Guest: Juliana Morris, AAP Executive Director

### Welcome

Chris King brought the meeting to order.

### Approval of Minutes

We will catch up on approval of prior Board minutes which have been drafted. All open months will be redistributed for final review and approval.

### AAP Business

Recap on Preview Party, Annual Exhibition and additional sales - \$25K - \$30K net on the preview party. The turnout and attendance/visibility was good, with good media coverage; we had approx. 200 people at the Preview overall – including some last minute invitees from the Photo Fair event; flow between two spaces worked well – top of the stairs became a social area; total of 8 art sales the night of the Preview – some follow up required to finalize sales. Public opening was 500 people – well attended and an overall success.

Discussion of sales process and whether artwork is available or sold; Mia and Emily to suggest more streamlined process for next year's event; media and coverage in local outlets – successful. Discussion of location for next year's exhibition - Carnegie is preferable for most parties for the Annual. Tom suggested sending a formal thank you to the sponsors – personalized letter in the mail.

### Executive Director Report

Annual opening – 500 people attended; positive feedback, confirmed art sales for \$3,800, exhibition reviewed by Kurt Shaw/Trib, CP to write a review. Follow-up is underway for Annual, including filing and invoices; having trouble with volunteers for sitters at the show – still scheduling; working on scheduling artist talks for the award winners.

Member mailing and dues renewals are underway; following up on current exhibitions for the fall, education budget for the fall, Fine Foundation and ARAD applications, modifying budget for next fiscal year and ending this year's budget – 25K to roll over to next year; We have received the draw down from the investment account – \$27,573 total amount for the draw down; paid bills for May and replenish DB fund – surplus of 11K in checking account; doesn't include the preview money.

### Additional Financial Matters

Chris King – current summary and balance sheet discussed briefly; moving toward year end Tom, Chris, and Juliana will have a meeting on the financial review process; roll forward of activity; decision made to have a quarterly review with certain Board meetings; member financial statement/review will be annually; PNC draw down was calculated as an average of the past 3 years ending balances.

Signers on the PNC account – add Tom and an additional board member to the PNC accounts as the check signers – Ryan Lammie and Tom Bakaitus will be the signers; Discussion of the check amount threshold for 2 signers. Amount for threshold to be reviewed further with bylaws; Ann will move that we make the threshold 2K; Board unanimous vote that the check amount threshold should be \$2,000 (to be confirmed).

Grant Discussion – grant application activity underway - ARAD, Buhl Foundation reporting, Pittsburgh Foundation reporting; Jack mentioning the Opportunity Fund – September and April are due dates. We will consider further.

### Committee Updates

Committee updates were related to the Advisory Council:

- Advisory Council members started a project to create a directory of council members and their expertise/advise/areas of interest; (to be discussed at a further Advisory Council committee meeting); Barry Friedman and Ken suggest an informal event and networking/social meeting for the next meeting; opportunity to update on Board matters; member directory form to collect information is ready to go and Advisory Council members can fill out before or during the meeting; will set additional meeting/call to discuss timeline and logistics for this project and meeting next steps. Proceed with idea of group of consultants – people we tap into for certain purposes. (Advisory Council were invited to both the Preview party and the public opening for the Annual exhibition).
- Chris King and Ken Antol were informed that Vicky Clark has resigned from the Advisory Council.
- We will consider a social event for the Advisory Council; Mia Henry suggested hosting an event – other Board members will consider also.

Other Matters

Summer Board Meeting schedule – we will skip a July meeting and pick up in August.

Adjournment

Meeting was adjourned.